

BROCKHAM CHORAL SOCIETY

ANNUAL GENERAL MEETING to be

Minutes of meeting held on 6th September 2011

1. Apologies: David and Jan John, Maria Chadwick, Bruce Pennell, Reuben and Mary Suckling, Carol Belk, Brian Richardson, Julienne Welsh, Fred Harrison, Estelle and Tony Earnshaw, Jill Nightingale, Diana Unwin, Victoria Harding Rolls, Joan Rae, Helen Campbell-Hart, Sue Saxby-Smith, Jackie Rance, Fred Prego, Briony Bowen, Val Harden, Alan Porteus, Pat Hale, Sandy Luff, Val Praud, Anne Hogarth, Val Harden, Jenni Knights, Barbara Steadman-Allen, Soo Abram, David Ord.
2. Minutes of previous meeting held on 7th September 2010: The meeting was asked if they approved the minutes following amendments to apologies for absence and the vote was unanimous. The amendments were Bryony **Bone** should read **Bowen** and Ed and Romey Criswick had made their apologies.
3. Matters Arising:
10(iv) Sandy Luff has volunteered to take back the job of archivist.
4. Chairman's Report: This had been previously circulated. The Chairman thanked the choir for a spectacular year. She drew attention to essential dates specifically mentioned in her report asking members to note them. The Chairman thanked the three retiring members of the committee, Moira Sinden for her work on the committee, Jenny Bartholomew as Hon. Secretary and Ed Criswick who is also taking a year's sabbatical, as Hon. Treasurer. She also thanked Marion Lea (Accompanist) and Andy Phillips (Conductor) for all their input.
5. Treasurer's Report: Ed Criswick presented his report as signed off by the independent examiner. The accounts had been previously circulated in accordance with Charity Commission rules. Ed expressed particular thanks to Sue Tanton for all her hard work in raising grants for the Society. She has already obtained a grant of £350 from the Music Reprieval Trust. He took the members through the Report and Accounts drawing attention to the fact that the Society had made an unexpected loss on the Christmas concert and this coincided with the fact that there was no summer concert this year, which usually raises a profit, the choir made a Christmas CD instead. This should generate income in the current financial year. For the financial year 2011/12 there is a surplus forecast of £5,895 which should more than compensate for the loss in 2010/11. This is assuming that:-
 - (i) We receive a grant from the Humphrey Richardson Taylor Trust of £1,000;
 - (ii) We sell £5,000 worth of CDs;
 - (iii) The staging is hired out;
 - (iv) The Christmas concerts makes a profit of £450 approx. which will require good ticket sales by members;
 - (v) The November and summer concerts also result in a surplus.

However, Surrey County Council has raised the cost of hire of the school hall from £50 per night to £73 per night.

Tony Newell asked what the component parts of rather large Creditors item of £1,987 on the balance sheet since there seemed to be a significant drop in Net Current Assets. Ed accounted for this as the hire of St. Martin's and the Christian Centre for the spring concert and rehearsals, the hire of equipment for the making of the CD, the hire of Newdigate Village Hall for the annual dinner and the deposit paid for teas on the green.

Tony Newell also pointed out that under Note 1 Concerts there was a worsening of deficit over 2009/10 of £4,669 but the cost of musicians had risen from £10,000 approx. for 2009/10 to £15,000 approx. for 2010/11. Ed responded that some years for the choir were lean and some fat. This year was a lean year and he would hope that 2011/12 would prove to be more profitable as mentioned above.

Robin Luff asked about Treasury Stock. He said they did not seem to have made much profit. Ed said we had received interest each year from 1996 as well as the bonus when they were sold.

Ann Mitchell asked how much the hire of Newdigate Village Hall was. Members were told it cost £75. Also how much had the choir donated to charity this year. We have not given a great deal this year largely because of the poor attendance at the evening Christmas concert.

Chris Griffin drew attention to Easyfundraising. By changing from Google to Easyfundraising members could earn money for the choir.

Maureen Jones asked a question on behalf of David John in his absence. Our net current assets are currently £7,000 approx. whereas typically they have been £15-20,000 approx. How is this going to be improved in the coming year or years and what is a reasonable amount to aim at as a net asset annually. Ed responded that current assets are lower than he is comfortable with and the budget is looking for a surplus of £5,000. He would normally aim for a surplus equivalent to the costs of a major concert. The balance sheet will be improved by selling the CDs and we need to sell 500 before we start making a profit from them. They will be available for sale at the November concert.

Lyn Main asked what was the total cost of making the CD. Ed replied that it was £5,000 but is split over two financial years. It was agreed that the earlier the choir can buy/sell copies the better.

- (i) Sue Tanton proposed and Moira Sinden seconded the adoption of the Report and Accounts. Agreed unanimously.
- (ii) Andrew Campbell-Hart has volunteered to remain as independent examiner. Proposed by Ed Criswick, seconded by Romey Criswick. Agreed unanimously.

Finally Ed asked if members could complete 100 Club forms as soon as possible.

6. Subscriptions:

The committee proposed to raise subscriptions by £10.00 p.a. to £100 p.a. to help offset the rise in the cost of hiring the hall. This was agreed by the meeting. Angela

Sharwood asked if subscriptions could be split into two halves. No formal agreement but should any member feel it necessary they can speak to the membership secretary, Romey Criswick.

Jackie Rance commented that it is not a large subscription compared to other choral societies and congratulated the committee for keeping subscriptions down. BCS is the most economical choir in the area.

7. Conductor's Report: Andy gave his report and this is attached as the final page of these minutes.
8. Election of Chairman: Ed Criswick nominated Jenni Lee-Potter as chairman seconded by Joy Ridley.
9. Election of officers and committee: Moira Sinden, Jenny Bartholomew and Ed Criswick were standing down from the committee. Ali Jesson and Chris Griffin had been co-opted on to the committee as concert managers and had agreed to stand for the committee. It was agreed that the committee should be elected en bloc. Proposed by Romey Criswick seconded by Barbara Philpott passed unanimously.

Committee Members

Jenni Lee-Potter (Chairman),
Angela Haeems
Estelle Earnshaw
Tony Earnshaw
Chris Griffin

Reuben Suckling
Nick Hands-Clark
Julienne Welsh
Ali Jesson

Nick Hands-Clark has offered to be treasurer and Jane Dawson is to be responsible for programmes.

10. AOB:
 - (i) Website: Ed Criswick would like to encourage members to use it. It is a helpful resource and also has a calendar and photos.
 - (ii) Maureen Jones had been asked by David John to comment on the length of the season. He feels it has been extended and is now too long. He thinks it is difficult for members to commit for that length of time. Jenni Lee-Potter responded that she felt it was time for another questionnaire to go out to members and this item on that questionnaire will be included. She will be producing one shortly.
 - (iii) Michael Doughty asked if, as the charge for the hall had gone up, we had considered other venues for rehearsal. Jenni Lee-Potter asked Jenny Bartholomew to respond as this had been discussed some years previously. We had looked at other venues particularly in Brockham but we could not necessarily guarantee a regular time in places like the Christian Centre or Friends Life. Also we needed a reasonable piano and Powell Corderoy also had parking facilities. It was generally felt we could do no better.
 - (iv) Mike Benoy suggested that Teas on the Green be advertised in concert programmes.
 - (v) Jenni Lee-Potter said the committee was proposing to formulate a fundraising sub-committee. The social committee is already working very hard and a

fundraising committee would have different people in it taking responsibility for different fundraising activities.

Future fundraisers:-

Quiz night - October 15th

Bring and Buy sale in November where the practice will start half an hour earlier and there will be a half hour interval

Cheese and Wine at Angela Haeems' house - date to be arranged

- (vi) Robin Luff proposed a vote of thanks to Marion Lea.
- (vii) Recording: Andy was asked how many CDs the choir expected to sell of the recording due to be made in June. There were no expectations. The budget for the recording is £5,000 and the charge for CDs will be £10. There are a number of aspects to marketing e.g. sales at Christmas concerts. Any sales over 500 will make approximately £8 profit per CD. The recording took place over 4th and 5th June at St. Barnabas Church, Ranmore.

Jenni Lee-Potter thanked Andy and Marion for all their hard work on the choir's behalf.

The meeting closed at 9.15 p.m.

Next meeting: **Tuesday 4th September 2012** at Powell Corderoy School.